

SUMMARY OF MINUTES
Aviation Advisory Board Meeting
March 12, 2015

1. Call to Order

With a quorum of the Board Members present, Chairman Michael Ward called the meeting of the Aviation Advisory Board to order at 4:02 p.m., Thursday, March 12, 2015, at Fort Worth Meacham Airport, 3951 Lincoln Avenue, Fort Worth, Texas 76102.

BOARD MEMBER	DISTRICT	PRESENT/ ABSENT
Michael Ward, Chairman	7	P
Erik Brown, Vice Chairman	6	P
Jeff Law	1	A
Michael D. Valdez	2	P
William Lawson	3	P
Alex Jimenez	4	P
Michael Dean	5	P
Ericka Calton	8	A
Patricia Randle	9	A
CITY STAFF		
Bill Welstead, Aviation Director		
James Burris, Administrative Services Manager		
Jeff Kloska, Meacham Airport Manager		
Paige Mebane, Assistant City Attorney		
Anne-Marie Stowe, Board Liaison		
Stephanie Mills, Administrative Assistant		
Shannon Davis, Administrative Assistant		

2. Consideration of the Minutes for the January 15, 2015 regular meeting

Motion: Alex Jimenez **Second:** Bill Lawson **Unanimously Approved**

3. Action Items

0301 The Aviation Advisory Board Recommends the City Council Authorize Use of Revenue Derived from Mineral Leases on Airport Property in an Amount up to \$2,743,034.00 for Phase 1 of the Meacham Airport Improvements Project at Fort Worth Meacham International Airport; Execution of a Reimbursement Agreement with FW American Aero Land Company, LLC in an Amount up to \$1,243,034.00 (COUNCIL DISTRICT 2)

Motion: Michael Dean **Second:** Erik Brown **Unanimously Approved**

4. Items for Discussion

1) **1st Quarter Activity Report 2015:** Presented by James Burris (see presentation)

5. Announcements

James Burris made the following announcements:

- Introduced two new Administrative Assistants, Stephanie Mills & Shannon Davis
- Promotion of Anne-Marie Stowe from Administrative Assistant, to Senior Administrative Assistant

- Diana Lama is now responsible for Accounts Payable

Bill Welstead made the following announcements:

- Acknowledged Alliance, Meacham & Spinks Airports for a job well done with snow and ice removal operations
- Presented James Burris with a service pin for 15 years of service

6. Staff Reports

Meacham Airport – Jeff Kloska

- Presented the new logo and tag line for Meacham International Airport, “Close to the Heart of Everything”
- Development of a new website for Meacham Airport is under way
- Due to the threat of bad weather, the ground breaking ceremony was canceled. It will not be rescheduled in order to allow the contractor to begin work without any further delays. A replacement ceremony will be researched in lieu of a ground breaking ceremony

Spinks Airport – Aaron Barth

- Council approved the design of the new 10-hangar unit complex for Spinks Airport
- An opportunity has been presented to the City to acquire some privately owned hangars that are already in place

Alliance Airport – Brittany Barrilleaux (On Behalf Of Christian Childs)

- Remote Transmitter Receiver (RTR) relocation project is scheduled to begin in June 2015
- Upgrading all airport signage to LED technology and will take place over next several months
- Construction of the runway extension is scheduled to start in September 2015
- The Blue Angels Jet Team and the Breitling Jet Team will be performing at the 2015 Alliance Air Show on September 12-13
- Part 150 Noise Study (James Burris) – The City offered to purchase 220 voluntary aviation easements, of which, only 84 were actually purchased. There is one piece of property the City will be acquiring to the north of the airport. A letter will be mailed to the home owner in the next month and we anticipate closing out the entire process by the end of July 2015

7. Citizens Presentations

No Citizens Presentations

8. Request for Future Agenda Items.

No Requests for Future Agenda Items

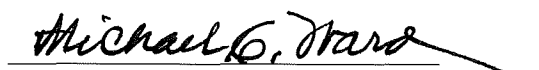
9. Adjournment

With no further presentations or discussions, Chairman Ward adjourned the regular meeting of the Aviation Advisory Board Meeting at 4:50p.m., Thursday, March 12, 2015.

Minutes Approved By:



William Welstead
Director of Aviation



Michael C. Ward
Chairman